

MARK SCHEME for the May/June 2008 question paper

**9713 APPLIED INFORMATION AND
COMMUNICATION TECHNOLOGY**

9713/04

Paper 4 (Practical Test B), maximum raw mark 90

This mark scheme is published as an aid to teachers and candidates, to indicate the requirements of the examination. It shows the basis on which Examiners were instructed to award marks. It does not indicate the details of the discussions that took place at an Examiners' meeting before marking began.

All Examiners are instructed that alternative correct answers and unexpected approaches in candidates' scripts must be given marks that fairly reflect the relevant knowledge and skills demonstrated.

Mark schemes must be read in conjunction with the question papers and the report on the examination.

- CIE will not enter into discussions or correspondence in connection with these mark schemes.

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Page 2	Mark Scheme	Syllabus	Paper
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Database Setup				Tasks 1–8
	Customer_id unique (Primary key set)	2	[11]	
	Booking_number unique (Primary key set)	2		
	Evidence of correct relationship established	3		
	Valid explanation for type of relationship established	2		
	AckSent field set to Boolean data type	2		
Acknowledgements				Task 11
<i>Selection</i>	Query showing both tables used and AckSent False	2		
	OR by "skip if" with AckSent False			
	OR by "Recipients" with correct records unchecked			
<i>Document prepared for merge</i>	Printed with ALL codes shown (document + merge codes)	1	[13]	
	Doc. field (date) in correct format (dd/mmmm/yyyy)	1		
	Contact details merge field complete	1		
	Full address merge fields complete + layout	1		
	Booking number merge field complete	1		
	Venue merge field complete	1		
	Venue date merge field complete	1		
	extra fields (-1 each)			
<i>ackmerge.rtf</i>	4 letters printed (AshworthX2, Sillycon, Gobstoppers)	4		
Data entry				Tasks 9–10
<i>Accuracy</i>	Sillycon Alley/Carter Hall + address & date	4	[8]	
	Gobstoppers/Fleeting Grange + address & date	4		
Apologies				Task 12
<i>Selection</i>	Query showing both tables used and AckSent true	7		
	Correct dates criteria shown			
	wd >0 criteria used			
	OR by "skip if" with correct criteria			
	OR by "Recipients" with correct records checked			
<i>Apolmain.rtf</i>	Printed with ALL codes shown (document + merge codes)	2	[25]	
	Doc field (date) in correct format (dd/mm/yy)	2		
	Address merge fields (fully complete + layout)	1		
	Contact merge field complete	1		
	Booking_number merge field complete	1		
	Venue merge field complete	1		
	Venue date merge field complete	1		
	Only these fields merged	1		
	Use of Doc "fillin" field	2		
	Use of "fillin" default values	2		
<i>Apolmerge.rtf</i>	2 correct letters printed (Ashworth, Framelock)	4		

Page 3	Mark Scheme	Syllabus	Paper
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Menu				Task 13
	Logo imported and in correct position	2	[11]	
	Title moved below logo	1		
	Suitable explanations for menu items	3		
	Correct links evidenced	4		
	URL – hyperlink accurate	1		
Report 1 NEWBOOKINGS	Correct data (or Zero pre export)			Task 14
	Correct fields all fully visible (Co,V-Date, Bkno, Venue)	2	[6]	
	Grouped by Company	1		
	Sorted by date (ascending)	1		
	Exported to WP (checked by footer)	1		
	Any suitable title added (e.g. NEWBOOKINGS)	1		
Report 2 MULTIBOOK	Correct data (or Zero pre export)			Task 15
	Correct fields all fully visible	2	[7]	
	Fields in correct order (Co,V-Date, Bk-No, Venue)	1		
	Grouped by Company	1		
	Sorted by date (ascending)	1		
	Exported to WP (checked by footer)	1		
	"Companies with multiple bookings" (accuracy + case)	1		
Report 3 MULTIVENUE	Correct data (or Zero pre export)			Task 16
	Correct fields all fully visible		[8]	
	Fields in order (Venue, V-Date, Co, Bk-No)	3		
	Grouped by Venue	2		
	Sorted by date (ascending)	1		
	Suitable title added (e.g. MULTIVENUE)	1		
	Exported to WP (checked by footer)	1		
Print Evidence Doc				Task 17
	Name in Header	1	[1]	

[Total: 90]